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# TRAINING



## Group Registrations



**State Training Center**  
State of California  
Department of Personnel Administration

# State Training Center *Group Registration*

## What is *Group Registration*?

Instead of registering staff individually for classes, the State Training Center (STC) group registration process allows your organization to arrange for a date that's best for you ....at significant savings, too!

## Tuition Savings - Save Up To 29%

Typical examples of group rates:

	20 person group	25 person group	30 person group	30 person open enrollment
<b>1 day</b>	\$1,700	\$2,125	\$2,550	\$3,300
<b>2 day</b>	\$3,400	\$4,250	\$5,100	\$6,600
<b>3 day</b>	\$5,100	\$6,375	\$7,650	\$9,900

Fees for group registrations are as low as \$85 per student per day.  
*Instructor travel and per diem charges may be applicable.*

## Classes Delivered At Your Location

With Group Registration, we come to your facility so you avoid travel costs for your participants. Travel and per diem savings, even for a single day, can be significant (example: 20 participants from Bakersfield to Sacramento, approximately \$250 per person, or \$5,000). You supply the training site, audio/visual equipment, and support staff as needed.

Group Registration is also available at the STC facility located in Sacramento, based upon room availability. STC room rental charges include Audio/Visual equipment.

## Customized Courses

Our professional, experienced instructors go the extra mile with group courses. At your request, they will tailor the course to meet your unique needs. They will expand, reduce, modify, or even eliminate class modules at your request.

Minor changes are available at no cost; major customization is available at reasonable rates.

## Teamwork and Interaction

When all participants are from the same organization, a group class achieves a level of team building and communication that promotes a more productive organization. The small class size makes the learning environment more interactive and personal.

## We Make It Simple!

A telephone call is all it takes! Call us at (916) 445-5121.

Tell us what kind of training you need, the number of students to be trained, and when and where you want the training to take place. Our professional staff will work with you and the instructor to make the necessary arrangements.

We provide over 95 different courses including: Developing Analytical Skills, Customer Service, Cultural Diversity, Completed Staff Work, Effective Presentations, Basic Supervision, and Written, Verbal, and Interpersonal Communication and more.

*“The cost-effective choice for public agencies”*